

# **Board of Health Meeting Minutes**

*Monday – September 12, 2011*

*7:00pm*

*Lower Meeting Room*

*Town Hall*

## **I. Roll Call and Determination of Quorum**

The meeting, held in the lower meeting area of the Town Hall, began at approximately 7:00pm.

*Present:*

Ronald Cassidy, Chairman  
Stephanie Duggan, Clerk  
Holli Murray, Board Member  
Kevin Sweet, Health Officer  
Lisa Thuot, Board Member

## II. Minutes Review & Permit Approval

- a. **August 8, 2011 Meeting Minutes** –The Board reviewed and approved the August 8, 2011 Meeting Minutes as submitted.
  - b. **Permit Approvals** – the Board reviewed the following: Tanning Salon Permits for Gold’s Gym and Tropical Tan, and Temporary Event Permits for Mary Brannelly (Maynard Road Race) and The Assabet Valley Chamber of Commerce (Maynard Fest).
- \* A motion was made and seconded to approve all permits pending receipt of all required paperwork and fees. Motion carried unanimously.*

## III. Old Business

- a. **Metrowest Public Health and Nursing DIG Update and Discussion** – The cafeteria-style model has been changed to reflect a more district-based model. The model now includes on public health nursing services and no longer includes any environmental health options. There is a meeting on 9/14/11 to discuss the application process for the implementation grant. For a small town like Maynard, this model presents the Town with a great potential for losses in services and very little to gain.
- b. **Green Meadow Indoor Air Quality Assessment** – In response to the report, the School Department is moving forward with the flooring project to remove some of the carpeting. As the maintenance department now falls under the Facilities Manager’s responsibilities, Mr. Lefter will update Mr. Sweet as to the status of all internal custodial duties with regard to the report’s additional recommendations.

## IV. New Business

- a. **Animal Control**
  - **Mosquito Control** – A case of West Nile Virus was confirmed in the City of Newton; however it was also reported that the patient had been vacationing in other states recently as well. Mr. Sweet is sending his annual letter and fact sheet attachments to the Superintendent of Schools with regard to outdoor activities and mosquito safety. The East Middlesex Mosquito Control Executive Board will be meeting again soon - Mr. Sweet will provide an update to the BOH.
- b. **Food**
  - **Quarterdeck** – In response to the latest re-inspection violations and subsequent meeting with the Food Inspector and Mr. Sweet, the owner has retained a food consultant to work with his over the next month to bring the establishment back up to state food code standards. The walk-in refrigerator has been repaired.
  - **Maynard Road Race** – There will be three or four food vendors approved for the Temporary Event Food Permit held by Mary Brannelly. Northside will be providing a dumpster for the event.
  - **Maynard Fest** – There will be several food vendors approved for the Temporary Event Food Permit, held by the Assabet Valley Chamber of Commerce. The locations and setup of the event will remain the same as last year.
  - **Fine Arts Theatre** – The theater remains closed due to lack of hot water throughout the building for two weeks leading up to and including the inspection date, as well as lack of running water in the men’s room. Food Inspector contacted the owner prior to shutdown to give him the option of hiring a plumber to make the repairs that day, but owner refused, accusing the landlord of not being cooperative with repairs. The manager onsite refunded patrons’ tickets and closed the establishment immediately. The owner has not contacted/updated the Health Office to date.
- c. **Housing**
  - **6 Sudbury Court** – Mr. Sweet re-inspected the property this past week and some violations have been corrected. Another re-inspection is scheduled for 9/24/11.
  - **1 Whitney Avenue** – Mr. Sweet will be inspecting the end of the street for dumping.

- 18 Main Street – The owner stopped by the Health Office but hasn't connected with the Health Officer to date.
- 30 Acton Street & 9 Warren Street – both trash nuisance issues are active, but no responses to phone inquiries have been received to date .

**d. *Landfill***

- Landfill Solar Project – EPG will be awarded the contract and has been granted access to the landfill site; however, the Board of Health has not seen or been given copies of the contract to date. The preliminary report is complete and development of the layout and foundation plan is underway. The plan should be submitted to DEP by the end of September.
- Trench Migration Study – Mr. Sweet and the DPW marked out the trench location prior to Tropical Storm Irene. A request will be made to ECS for their assessment of the trench as well as their opinion about the creation of an additional test probe on the other side of the street.

**e. *Green Communities* –**

- Special Town Meeting “Stretch Code” – The date of the Special Town Meeting has been changed to October 26<sup>th</sup>. The Town Council is presenting the Stretch Code Adoption article. If the Article is approved, the application, outlining that the five Green Communities criteria have been met, will be submitted to Mass DOER in early December.
- Stretch Code Forum (COA & Public) – Public forums will be offered at the next Council on Aging meeting as well as the Maynard Public Library in October to educate residents on the details within the Stretch Code.

**f. *Solid Waste/Recycling***

- 2 Florida Road Dumpster – Dumpster issue has been resolved and is being monitored by the management company.
- Drop Off Center Re-Opening – The Seasonal Recycling Drop-Off Center re-opened on September 10<sup>th</sup>. The event brought in \$865.00 in fees. Free brush chipping was available to all residents as a result of Tropical Storm Irene cleanup efforts.
- Trash Sticker Tags – The new sticker tag supplies were running low – an order was placed and received from HHH, Inc. for 100,000 of each denomination.
- Yard Waste Pickup – October 17-21 and November 14-18 dates will be posted in the Beacon-Villager and Action Unlimited.
- Solid Waste/Recycling Collection Contract – The Board requested that a representative from Northside Carting attend the October meeting to take part in a contract discussion.

**g. *MRC/LEPC***

- Tropical Storm Irene Re-cap (Emergency Info Line) – The Town responded well to Tropical Storm Irene. Mr. Sweet participated in several conference calls with MEMA throughout the storm and a special LEPC meeting was held on the Thursday afternoon before the storm hit. An Emergency Information Line (EIL) was established and updated frequently with important information as needed during and after the storm. CTY messages were also sent, reflecting the EIL information – the dedicated line number was reflected on caller ID to manage return calls. The DPW worked efficiently in the reporting and removal of down trees. Portions of Route 62, Great Road, and Concord Street were closed through Monday due to NSTAR's slow response to downed power lines. A portion of Summer Street was without power for days following the storm – many complaints were lodged regarding NSTAR's response throughout the area. Free chipping was offered at the first Seasonal Drop-Off Day on September 10<sup>th</sup> to help residents with storm cleanup.
- Shelter Planning – The Plan should be concluded at the end of September. CGI consultants will be surveying Town Hall, the Rod & Gun Club, and the Elks Hall on Friday.
- MA Responds – Volunteers are in the process of submitting CORI forms for verification through the MA Responds system. Once CORI results are received, status updates will be made to the individual volunteer accounts.
- Fall Flu Clinic/EDS Drill Planning – Saturday, October 29<sup>th</sup> from 10am to 1pm at Fowler Middle School. 70 doses of state-supplied vaccine have been received for child administration. Purchased

vaccine is due to be delivered tomorrow. There is no cost to residents for the vaccines; Mr. Sweet is working with UMASS Commonwealth Medicine for cost reimbursement from individual insurance policies. It is expected that reimbursement funds should be received by the end of June.

- Region 4A Updates – The new region website is up and running – the MRC site has been incorporated into the region's site to enable a more centralized application. In addition, Mr. Sweet is serving as a member of the Search Committee in hiring a Regional Emergency Preparedness Planner. This position would cover all 34 region communities and would be home-based, working closely with Archana Joshi. The position has been posted and 17 resumes were received, the majority being from outside of Massachusetts. Interviews are being held this Wednesday in Wayland.

**V. New Business**

- a. KVS Accounting System – The system has been installed on the Health Office computer and is being utilized by the clerk. The Health Officer will soon have access to the streamlined system for the budgeting process.

**VI. Adjournment**

\* A motion was made and seconded to adjourn the meeting at approximately 8:35pm. **Motion carried unanimously.** The Board's next meeting is scheduled for Tuesday, October 11, 2011 at 7:00pm

Signed this 11<sup>th</sup> day of October, in the year Two Thousand Eleven:

---

*Ronald Cassidy, Chairman*

---

*Holli Murray, Member*

---

*Lisa Thuot, Member*

Respectfully submitted by:  
*Stephanie Duggan, Clerk*  
*Board of Health*